

CONCORDIA UNIVERSITY

MINUTES OF MEETINGS

REF.	<p>COMMITTEE/ GROUP CONCORDIA COUNCIL ON STUDENT LIFE</p> <p>Room 769, Hall Building</p> <p>PLACE Sir George Williams Campus TIME 5:30 p.m.</p>	<p>CODE 76/ 77-5</p> <p>PAGE 1</p> <p>DATE December 7, 1976</p>
	<p>PRESENT: Mr. B. Rennie - Chairman</p> <p>Mr. A. Audet - Dean of Students, Loyola Campus</p> <p>Mr. M. Flynn - Dean of Students, Sir George Williams Campus</p> <p>Dr. E. Enos - Director of Athletics</p> <p>Mr. A. Sproule - Director of Guidance</p> <p>Mr. J. Macaluso - Staff Representative, Dean of Students, Sir George Williams Campus</p> <p>Mr. B. Counihan - Staff Representative, Dean of Students, Loyola Campus</p> <p>Ms. B. Litner - Staff Representative, Dean of Students, Loyola Campus</p> <p>Mr. B. Philip - Staff Representative Athletics</p> <p>Mr. F. Denton - Staff Representative, Guidance</p> <p>Prof. L. Van Toch - Faculty Representative, Loyola Campus</p> <p>Prof. L. Adler - Faculty Representative, Sir George Williams Campus</p> <p>Prof. W. Gilsdorf - Faculty Representative, Loyola Campus</p> <p>Prof. T. Fancott - Faculty Representative, Sir George Williams Campus</p> <p>Ms. L. Brooks - PTSA Representative</p> <p>Mr. J. James - PTSA Representative</p> <p>Mr. R. Davies - LESA Representative</p> <p>Ms. M. O'Dea - LESA Representative</p> <p>Ms. A. Kubicek - DSA Representative</p> <p>Mr. K. McGrath - DSA Representative</p> <p>Ms. S. Lavinskas - LSA Representative</p> <p>Mr. N. Hébert - LSA Representative</p> <p>Mr. R. Lafontaine - LSA Representative</p> <p>Absent: Ms. N. Marrelli - PTSA Representative</p> <p>Prof. J. P. Brunet - Faculty Representative, Loyola Campus</p> <p>Mr. I. Stalker - Staff Representative, Dean of Students, Sir George Williams Campus</p> <p>Mr. J. Bernier - DSA Representative</p> <p>Mr. W. Kotiuga - GSA Representative</p> <p>Mr. J. J. Pepper, Q. C. - Board of Governors' Representative</p> <p>Ms. R. Scully, PTSA Representative</p> <p>Alternates: Mr. D. Thackray - for Mr. S. Wysolmerski, LSA Representative</p> <p>Ms. V. Wong - for Mr. C. Wisniewski - LESA Representative</p> <p>Guests: Mr. Matti Terho - Chaplain, Sir George Williams Campus</p> <p>Mr. J. Mathewson - President, DSA</p>	ACTION
1.	<p><u>Chairman's Remarks</u></p> <p>The Chairman called the meeting to order and introduced Mr. D. Thackray and Ms. Veronica Wong who were attending the meeting as alternates. He welcomed Ms. Suzanne Lavinskas who is permanently replacing Mr. Paul</p>	

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2.0	<p>Leblanc as representative of LSA and Dr. Terrel Fancott, replacing Prof. S. Robbins, Faculty Representative of Sir George Williams Campus.</p> <p>The Chairman conveyed the intention to resign of Professor J. P. Brunet, Faculty member from Loyola. The Rector has been so advised and Senate will be requested to name another representative to Council.</p> <p>He then introduced Mrs. Nancy Cooper, the new secretary of the CCSL, who is located at Local 788 on Loyola Campus. Members of Council should feel free to contact Mrs. Cooper in the mornings on any Council business. He thanked Miss Dell Brundage who had heretofore acted as secretary of the Council.</p> <p>The Chairman reported that he and the secretary had looked into the coding of documents for meetings with the secretary of the Senate and this would be in operation for the January meetings. The Code would consist of - first the name of the committee, followed by the year, the number of the meeting and then the Document Number, i.e. CCSL-77-1-D5.</p> <p>Plans for the CCSL Christmas Reception were announced by the Chairman. Room 651 of the Hall Building has been booked from 6 - 10 p.m. It was decided to invite all Student Services personnel from both campuses with their spouses or escorts.</p> <p>The Chairman then enquired if there were any objections to receiving the report of the Chairman of the Finance Committee as he was required to leave the meeting early.</p> <p>Mr. Macaluso brought the Council up to date on the proceedings of the last Finance Committee meeting. Letters had been sent to universities in Quebec including the University of Montreal and McGill and the U. S. asking for information and advice on methods of financing Student Services.</p> <p>With respect to the Graduation, Mr. Macaluso reported that prior to signing with an advertising agency, it will be asked to allow Council to solicit within the University. Mr. N. Hébert will act as liaison between the Council and the Graduation Committee. Mr. Macaluso enquired whether Council is prepared to underwrite a substantial deficit should one occur. He then stated that, although he had now to leave the meeting, all members of the Finance Committee were present for debate and questions from Council.</p> <p>Mr. Macaluso then appointed Mr. Matti Terho as his alternate and left the meeting.</p>	<p>ACTION</p>

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3.0	<u>Area Directors' Reports.</u>	ACTION
	<p>Messrs. Flynn, Audet and Dr. Enos had no report to make to Council. Mr. Sproule stated that the programs and practices contained in the brochure distributed to the Council are being implemented.</p>	
4.0	<u>Approval of Minutes of Meeting of November 16, 1976.</u>	
	<p>It was moved by Dean Audet, seconded by Mr. Hébert and UNANIMOUSLY RESOLVED that the Minutes of the previous meeting be adopted.</p> <p>In reply to a request that Minutes be sent earlier the Chairman expressed the intention to have Minutes in the hands of members five days before meetings and requested the cooperation of members in having material to be enclosed with the Agenda sent to the Secretary in time to allow for this and eliminate the need for material being handed out at the meeting.</p> <p>Ms. Litner entered the meeting.</p>	
5.0	<u>Priorities on Student Life.</u>	
	<p>The Steering Committee, at the request of Council, had studied the format for discussion of this subject and Prof. Gilsdorf was asked to explain it. He proposed a four part examination of priorities in student life, as opposed to student services, with the goal of establishing a list of priorities for future study and synthesis by Steering Committee -</p> <ul style="list-style-type: none"> a) each member list 5 priorities for student life. b) members work in mixed groups of 3 to agree on 5 priorities, and list these on newsprint to be posted. c) examination and discussion of the lists by members of Council. d) resume formal meeting and clarify any points. <p>He emphasized that members should not debate priorities at this time.</p> <p>The Council broke for the exercise and after completion reconvened. Various points were clarified. It was suggested that the raw data from this part of the meeting be reproduced for Council at its next meeting and some consideration be given to the method of financing these projects.</p>	B. Rennie
6.0	<u>Date of Next Meeting.</u>	
	<p>On recommendation from Steering Committee it was moved by Ms. O'Dea, seconded by Mr. James and UNANIMOUSLY RESOLVED that the next meeting of Council be held on January 18, at 5:30 p.m. on the Loyola Campus, Room AD-128, followed by one on February 8, 1977 in Room 769 of the Hall Building, Sir George Williams Campus.</p>	

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7.0	<p><u>Notice of Motion - Dean Flynn - Appointment of Administrators.</u></p> <p>A Notice of Motion was distributed to the Council by Dean Flynn who explained that the need for action at this time arose through the urgency of obtaining administrative assistance for the Yearbook. Members of the Student Services staff sought clarification of their responsibilities and their line of reporting. This brought up the relationship between the administration and the Council in terms of how they work together. Dean Flynn therefore suggested that the Council request the appointment of administrators by the Vice-Rector to carry out policies as determined by Council and provide the continuity, budgetary controls and so forth that is required for each of these committees. The first motion concerned the principle of appointing administrators and the second dealt with the appointment of two administrators to deal with two specific areas - that of the Graduation Banquet and Ball Committee; and the other the financing, production and distribution of the 1977 Yearbook.</p> <p>It was moved by Dean Flynn and seconded by Mr. Hébert</p> <p>"THAT the principle of operation as stated in the Notice of Motion be adopted by the Council in order to ensure the smooth flow of Council business within readily identifiable responsibility for policy and administration."</p> <p>Members of Council sought clarification of several points concerning whether CCSL should reserve the right to review appointments if they feel it advisable and whether the administrators would be responsible to the CCSL or to the directors to whom they normally report. Ms. Litner expressed the opinion that if Council appoints an ad hoc committee for a specific purpose it should follow that it will also appoint that administrator. Dean Flynn pointed out that in the past there has never been a conflict because the administrator does not make decisions, only carries out the administrative side of the work. Mr. Lafontaine stated that the Council deals with policies in the areas of student services and student life with a parallel structure, the administration, which carries out the on-going process of executing policies of the Council. The Chairman stated that he believed the rationale for the appointment being made by Father Graham was that the duties of the administrator as required by Council would have a bearing on that person's function within his department and that administration best knows the workload in each department.</p> <p>The Chairman then called for a vote on the Motion which CARRIED, 17 in favour, 2 against and 3 abstentions.</p>	ACTION
7.1	<p>Dean Flynn then spoke to the second Motion. He suggested that Father Graham be asked immediately to appoint an administrator to the Graduation Banquet and Ball and a second administrator to work with the Committee on the production of the Yearbook. Still to be</p>	

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	<p>drafted is an outline of the specific responsibilities, authority line, etc. of the administrators appointed to each of the projects, particularly with respect to the signing of contracts.</p> <p>Mr. Lafontaine stated that the Council has already accepted the responsibility for the Graduation Banquet and Ball activities and the Yearbook for 1977. The Yearbook is in large part financed by publicity that is sold and unless a contract is signed soon with the advertising people, the Committee will not be able to get what is expected in advertising revenues.</p> <p>It was moved by Dean Flynn, seconded by Mr. Lafontaine</p> <p>"THAT the Vice-Rector and Principal of Loyola Campus appoint an administrator to the Graduation Banquet and Ball Committee with the authority and responsibility for all administrative matters related to the work of the Committee and, further, that a second administrator be appointed to work with those committee members responsible for the financing, production and distribution of the 1977 Yearbook."</p> <p>Lengthy discussion took place concerning the responsibility of the CCSL should either of these two functions incur a deficit. Mr. Hébert stated that he would keep Council informed on what is being done by these Committees. Mr. Lafontaine pointed out that administrators will have to stay within the guidelines and budget set by CCSL or come back to Council.</p> <p>7.2 The following Amendment was moved by Ms. Litner, seconded by Mr. Davies</p> <p>"THAT both administrators be ultimately responsible to CCSL and/or its Committees, i.e. Steering, Finance."</p> <p>In the discussion which followed Professor Gilsdorf stated that he believed that legal opinion should be sought on the relationship of the Council to the administration. It was pointed out that all administrators report ultimately to Father Graham. Ms. Litner felt that in that case CCSL should never have accepted, approved or passed the proposal for the Graduation. It should have gone through the Vice-Rector. Concern was expressed over Council appointing an administrator over whom it has no authority.</p> <p>Mr. Hébert pointed out that Council has established that Graduation should be under Student Life. It also accepted the budgetary allocations. Third, it established that students would participate, rather than members of the Council. Fourth, the intention was to use the facilities of full-time people in helping the students achieve their goals. The Council has set up policies and now it is going to set up the administrative side of the Graduation activities.</p>	<p align="center">ACTION</p>

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